

City of Winsted
City Council Meeting
Council Chambers
Tuesday, May 17, 2016
6:00 p.m.

Present: Mayor Steve Stotko
Council Member Patty Fitzgerald
Council Member Tom Ollig
Council Member Bonita Quast
Council Member George Schulenberg

Staff Present: Mr. Dan Tienter, City Administrator
Ms. Raquel Kirchoff, Deputy City Clerk
Mr. Justin Heldt, Winsted Police Department Chief
Mr. Tyler Bruns, Winsted Police Department Officer

1) Mayor Stotko called the meeting to order at 6:00 p.m.

a) The Pledge of Allegiance was taken.

2) Consent Agenda

Mayor Stotko read the Consent Agenda.

a) Minutes – City Council – Work Session – January 5, 2016

Accepted the minutes of the January 5, 2016 City Council Work Session.

b) Minutes – City Council – Regular Meeting – January 5, 2016

Accepted the minutes of the January 5, 2016 City Council Regular Meeting.

c) Minutes – City Council – Work Session – May 3, 2016

Accepted the minutes of the May 3, 2016 City Council Work Session.

d) Minutes – City Council – Regular Meeting – May 3, 2016

Accepted the minutes of the May 3, 2016 City Council Regular Meeting.

e) Resignation – Mr. Benjamin Jarvi – Part Time Police Officer

Accepted the resignation of employment by Mr. Benjamin Jarvi as a Part Time Police Officer for the Winsted Police Department, effective May 10, 2016.

f) Resolution R-16-23 – Winsted Volunteer Fire Department Relief Association – Gambling Contribution

Approved Resolution R-16-23 to accept a contribution from gambling proceeds from the Winsted Volunteer Fire Department Relief Association in the amount of \$2,500 to be dedicated to the City of Winsted's Park Fund.

g) Administrative Intern – Mr. Michael Creelman

Approved the hiring of Mr. Michael Creelman as a temporary Administrative Intern for up to 800 hours at Step 3 of the 2016 Compensation Plan for Administrative Intern pay rate, with an employment start date of May 23, 2016.

h) Winsted Volunteer Fire Department – Generator Purchase

Authorized the City Administrator to purchase a generator for the Winsted Volunteer Fire Department from CR Electric, Incorporated for \$16,900.00.

i) Resolution R-16-24 – Minor Subdivision – 230 Main Avenue West

Adopted Resolution R-16-24 approving a minor subdivision of property located at 230 Main Avenue West.

j) Liquor Licenses*

Approved the Off Sale, On Sale, and Sunday Liquor Licenses from July 1, 2016 through June 30, 2017 for the following:

J & N Schlagel Enterprises II
The Blue Note
320 – 3rd Street North

The Corner Bar & Grill of Winsted
111 – 1st Street North

The Woods Group
Keg's Bar
121 – 1st Street North

Hussong's Liquor – **Off Sale Only**
132 – 6th Street North

Approved the Liquor, Wine, Club or 3.2% License from July 1, 2016 through June 30, 2017 and waived the fee for said license for the following:

Winsted Baseball Club, Inc.
Campbell Baseball Field

Approved the 3.2% Off Sale Liquor License from July 1, 2016 through June 30, 2017 for the following:

Casey's General Store #1673
240-6th Street North

k) Licenses to Sell Tobacco Products and Tobacco Related Devices*

Approved licenses to sell Tobacco Products and Tobacco Related Devices from July 1, 2016 through June 30, 2017 for the following:

Casey's General Store #1673
240 – 6th Street North

G & J Foods, Inc.
491 Main Avenue West

Hussong's Liquor
132 – 6th Street North

J & N Schlagel Enterprises II
The Blue Note Ballroom
320 – 3rd Street South

The Woods Group

DG Retail, LLC

Keg's Bar
121 – 1st Street North

Dollar General #15046
200 6th Street South

l) April, 2016 Building Permit Report

m) Security Bank & Trust Company – Pledged Securities

Approved the Pledged Securities that Security Bank & Trust Company has purchased for the City of Winsted for the month of April, 2016.

n) Claims*

Approved the claims list for May 17, 2016.

o) Park Commission Resignation – Ms. Petie Littfin*

Accepted the resignation of Ms. Petie Littfin from the Winsted Park Commission.

p) Resolution R-16-25 - Winsted Little League Association – Parks Equipment Contribution

Approved Resolution R-16-25 to accept bleachers valued at approximately \$1,700 from the Winsted Little League Baseball Association and that the City of Winsted will, when possible, provide for preferential use of these bleachers by the Winsted Little League Baseball Association.

Council Member Quast motioned to adopt the Consent Agenda as presented. Council Member Schulenberg seconded the motion. Motion carried 5-0.

3) Public Hearings

None.

4) Old Business

None.

5) New Business

a) Industrial Park Expansion – Phase 1 Project

Mr. Tienter stated that Mr. Jake Saulsbury was present to discuss a motion to approve plans and specifications and to receive authorization to advertise for bids for the Industrial Park Phase 1 Project. Mr. Tienter displayed a copy of page one of the construction plans for the project.

Mr. Saulsbury stated that bidding documents have been prepared for the project, as directed by the City Council. Mr. Saulsbury stated that this project relates to the former Entinger property of approximately 40 acres, specifically the northwest corner of the property consisting of two lots. Mr. Saulsbury stated that the scope of work is to construct the remaining half of Industrial Drive, provide water and sewer services into the two lots, driveways for the two lots, grading, and construction of a temporary stormwater system.

Mr. Saulsbury stated that the property owner has stated that this project does not need to be completed in 2016; therefore, in an effort to reduce costs, it is planned to give the contractor a large window of time to complete the project. The project would be bid in 2016 with a completion date of June 30, 2017.

Mr. Saulsbury requested the City Council to approve the plans and authorize for the advertisement of bids. If this is approved, the City Council would consider awarding a construction contract at a City Council meeting in June, 2016.

Council Member made a motion to approve the plans and specifications and authorized to advertise for bids for the Industrial Park Expansion – Phase 1 Project. Council Member Ollig seconded the motion. Motion carried 5-0.

b) Kingsley Street Area Improvements – Lighting Recommendation

Mr. Tienter requested that the City Council consider lighting for the Kingsley Street Area Improvement project.

Mr. Saulsbury stated that Bolton and Menk, Incorporated was asked to pursue cobra head lights on either aluminum or fiberglass poles. Mr. Saulsbury stated that the fiberglass poles are the least expensive option for this particular location because they do not require concrete foundations. Mr. Saulsbury stated that the Leased Option from Xcel Energy that follows is the recommended option versus the Prepay Option and that the City Council should determine if they want five or six poles placed. Mr. Saulsbury stated that the lighting project would be coordinated with the Kingsley Street Area Improvement construction project to install the lighting.

- Pole type = 30' direct buried fiberglass
- Fixture type = cobra fixture with 100W high pressure sodium bulbs
- Quantity = 5 (1 at each intersection with Kingsley Street)
- Prepay Option
 - \$20,922 installation cost
 - \$368 annual lighting cost (\$6.14/mo. * 5 lights * 12 months)
 - Xcel maintains the system for 25 years
 - City responsible for maintenance / replacement after 25 years
- Leased Option
 - \$5,200 installation cost
 - \$1,090 annual lighting cost (\$18.16/mo. * 5 lights * 12 months)
 - Xcel owns and maintains the system for its entire life

Mr. Tienter stated that the City Council discussed adding one more light for a total of six lights for this project in the City Council Work Session preceding this meeting. Mr. Tienter stated that the amended motion for the City Council to consider is as follows: "Consider a motion to approve a Leased Option from Xcel Energy in the amount up to \$6,500 for installation cost and \$1,500.00 in annual lighting cost for street lighting for the Kingsley Street Area Improvements project."

Council Member Fitzgerald made a motion to authorize the amended motion as stated by Mr. Tienter. Council Member Ollig seconded the motion. Motion carried 5-0.

6) Department Report

a) Winsted Lake Association

Mr. Tienter stated that a representative from the Winsted Lake Association was not able to attend the meeting tonight, but provided information regarding the following items for the City Council.

- Buying two different aeration systems; one to be located by City Hall, and one to be located by the Kingsley Lift Station, for use during the winter and the summer.
- Researched installing floating vegetation islands to help with algae bloom; however this option would not be sturdy enough to withstand winds

- County ditch that drains into Winsted Lake will have to have buffers installed. The Lake Association requests that residents do their part to prevent contaminants from entering the storm sewers that drain into the lake.
- The Department of Natural Resources (DNR) concluded there every other year, three year stocking of walleye in 2015.
- Conducted a lake cleanup on May 7, 2016 and were pleased to find limited garbage around the lake.
- Plant Sale fundraiser will occur May 19 – May 21, 2016.
- Lake Association meetings occur the first Monday of the month and open to the public. Winsted residents are encouraged to become members of the Winsted Lake Watershed Association for \$25 per year. Membership is a large funding support for the lake.

7) Open Forum

a) State Senate District 18 Candidate

Ms. Amy Wilde introduced herself and stated that she is a candidate for the State Senate, District 18 seat. Ms. Wilde provided background information regarding her capabilities for this position.

8) Announcements

a) Winsted Police Department – Open House – Saturday, May 21, 2016

Police Chief Justin Heldt stated that the Winsted Police Department will hold an Open House for the public at the Winsted Police Department on Saturday, May 21, 2016 from 1:00 p.m. to 4:00 p.m.

9) Adjournment

Council Member Quast motioned to adjourn the meeting. Council Member Schulenberg seconded the motion. Motion carried 5-0.

The meeting was adjourned at 6:20 p.m.

 Steve Stotko
 Mayor
 City of Winsted

ATTEST:

 Raquel Kirchoff, CMC
 Deputy City Clerk
 City of Winsted